



RCP BULLETIN

68-10725

Website: <http://www.tdh.state.tx.us/hcqs/plc/resp.htm>

E-MAIL: resp@tdh.state.tx.us

A Newsletter for Texas Respiratory Care Practitioners

Vol. 7 No. 1

Winter, 2003

Your Renewal Form is Located on the Back of your Payment Coupon

Renew Early! Mail your completed renewal at least 4 to 5 weeks early!

Here's Why... ALL Renewal fees go to a lockbox for opening and processing. They do not come into our hands for 2-3 weeks.

NOTE:

1. Cards are printed once a week.
2. The website is updated weekly.

DO NOT practice respiratory care until you have your ID cards in your hands

Renewals postmarked on or before expiration date MUST be complete. No exceptions.

| | | |
|--|---|------------------------|
| 1. A completed renewal form (don't leave any items blank) | 2. Documentation of 12 hours of continuing education | 3. Renewal fees |
|--|---|------------------------|

****If the renewal is not complete the department will put your certificate on HOLD and send you a deficiency along with a late renewal application. A late renewal penalty fee of \$67.50/\$90.00 will be assessed and disciplinary action may be initiated if you continue to practice with an expired certificate**

On time Renewal with 12 hours of continuing education submit:

- **\$45.00 renewal fee**
- **Documentation of 12 hours**
- **Completed renewal form**

On time Renewal – Requesting continuing education extension submit:

- **\$45.00 renewal fee; PLUS**
- **\$30.00 continuing education extension fee**
- **Completed renewal form & Continuing Education Report form requesting the extension**

Why A Continuing Education Extension Fee???

Rather than increase the renewal fees for all respiratory care practitioners, there is an additional fee of \$30.00 to request a 90 day continuing education extension.

If you are on a Continuing Education Extension you must: Mail or fax proof of successful completion (see 1-4 below) of 12 hours of continuing education completed prior to the expiration date of your respiratory care practitioner certificate card **BEFORE** the 90-day extension expires (no further extensions can or will be granted.)

1. All CE must be completed between your CE start date and end date. Each RCP will have a new CE start and end date every year.
2. ALL CE must be pre-approved unless offered by a respiratory care education program accredited by CoARC.
Groups that approve, recognize or assign CE credit: American Association for Respiratory Care (Category 1 only); American Association of Critical Care Nurses; American College of Cardiology American College of Chest Physicians; American Medical Association (Category 1 only); American Nurses Association; American Society of Anesthesiologists; American Thoracic Society; Texas Education Agency; Texas Society for Respiratory Care; and Texas Thoracic Society
3. ALL CE must directly relate to the performance of respiratory care procedures or to a cardio-respiratory disease or condition in human beings.
4. A maximum of 6 hours of internet-based or computer-based CE courses are allowed if the course is approved in advance by AARC, TSRC or certain other organizations, and if the topic directly relates to respiratory care. At least 6 hours must be instructor-directed. Only 6 hours may be computer or internet based courses.

EZ Renewal or Regular Renewal:

The name of the Medical Director and the number of hours of continuing education completed is required on the EZ renewal. Each month RCPs are randomly chosen by the program's computer to receive the regular renewal application. These RCPs must obtain the signature of the Medical Director and must submit continuing education certificates reflecting at least 12 hours earned during the renewal period.

What's the Status of My Renewal?

We understand that you are eager to know where you are in the process. But we would like to encourage you to visit the TDH Respiratory Care Practitioner website before you call.

To check the status of your renewal, check for your name on the RCP Roster near the end of the web page or go directly to:

<http://www.tdh.state.tx.us/hcqs/plc/rcrost.txt>

ALWAYS:

- Keep us informed of ALL address changes in writing
 - Mail renewal to P. O. Box on payment coupon
 - Complete your renewal form (don't leave any items blank)
 - Send renewal form and fee at least 4 to 5 weeks BEFORE your expiration date of your certificate
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NEWINACTIVE STATUS REQUIREMENTS: Refer to RCPC Rules §123.9(g)**

A respiratory care practitioner who holds a current certificate under the Act and who is NOT actively engaged in the practice of respiratory care may complete an inactive status application. You MUST pay a \$25.00 inactive status fee with the enclosed payment coupon postmarked prior to the expiration date of your annual certificate (last day of your birth month). Inactive status will not be granted to a person whose certificate is not current and in good standing.

A RCP on inactive status is required to pay an annual inactive status fee of \$25.00. The \$25.00 inactive status fee must be postmarked prior the expiration date of your annual certificate. Inactive status periods shall not exceed five years past the expiration date of the certificate, unless an extension for a longer period is specifically authorized by the department. A certificate that is not reactivated or specifically authorized by the department within the five-year period cannot be renewed, restored, reissued or reinstated. **You cannot practice respiratory care while on inactive status.**

DON'T GET CAUGHT!!!

PRACTICING WITHOUT A CURRENT CERTIFICATE CAN RESULT IN:

Administrative Penalties

Loss of Job

Probated Suspensions

Unpaid Time Off Work

Revocations

Do you know someone who is practicing without a current certification or who has forged a respiratory care diploma, certificate, permit or record? Report this to the Respiratory Care Program at (512) 834-6632 or fax (512) 834-4518.

Pam Kaderka, Program Administrator
Vicky Watson, Administrative Technician

Sharon Melton, Administrative Assistant
Patsy Payne, Administrative Technician

NBRC – (913) 599-4200

TSRC – (972) 495-9200

AARC – (972) 243-2272

What's on the RCP Website? - <http://www.tdh.state.tx.us/hcqs/plc/resp.htm>

•RCP Renewal Form

•RCP Program Newsletter

•RCP Application Packet

•RCP Roster

•RCP Act

•Filing a Complaint

•RCP Rules